

AQO

MEMORANDUM FOR RECORD

SUBJECT: AQO Staff Meeting Minutes, Jun 3, 97

DCMDI JOA. DCMD International will soon have a Job Opportunity Announcement out to recruit for the GS-14 Deputy at DCMC Saudi Arabia. This will be a 2-year assignment, accompanied by spouse.

SINGLE PROCESS INITIATIVE (SPI) TEAM.

o During the May 30 Block Change Management Team meeting, Mr. Harvey Person of Defense Contract Management District West and Mr. Jim Bibler of Defense Contract Management Command San Francisco made outstanding presentations on the SPI marketing approach used in District West. The approach currently focuses on Geographic Field Offices. They highlighted the need to: tailor the SPI approach to the Geographic Mission, streamline the process to attract small contractors, actively encourage contractors to participate and most importantly, implement aggressive follow-up. Mr. Person and Mr. Bibler both emphasized the need for top management involvement/commitment and expansion of the Management Council roles. The bottom line was we need to market SPI and we must satisfy our customers.

PRODUCT & MANUFACTURING ASSURANCE TEAM (AQOG).

o Ms. Sarah Travelute, Mid-Level Development Program participant, will be with AQOG from 9-13 June 1997. Her project will be "Commerciality and the ONE BOOK Issues". She will identify field concerns and offer solutions. Results will be coordinated with Ms. Kathy Zalonis, AQOJ.

PROCUREMENT CIM SYSTEMS CENTER (AQAC).

o Ms. Linda Holcombe will attend a meeting at Skyline 2 on 4 Jun 97 to serve as the DCMC member on a team to develop a blueprint for paperless contracting in accordance with the Management Reform Memorandum #2, Moving to a Paper-free Contracting Process by January 1, 2000. The team, being led by Ms. Anne Barnes in the office of DUSD(L)/CALs, will explore how we will use purchase cards, electronic commerce, and imaging in the contracting, auditing, and finance communities.

PRODUCT DESIGN, DEVELOPMENT & CONTROL TEAM (AQOF).

o Mr. Maldonado participated in the 27-30 May 97 DoD Configuration Management Advisory Group meeting. The meeting was to finalize MIL-STD-2549, Configuration Management Data Interface, and the plans for implementation. Publication of MIL-STD-2549 is expected by June 30, 1997. It will allow DoD to obtain data for configuration management of its materiel and its supporting technical data in digital form. Professor Bill Dean (AFIT) is preparing a 3 hour tutorial that will present an overview of the std and its use. It will concentrate on the selection of data and the tailoring guidance. The tutorial will be presented by video teleconferences (VTCs) conducted from AFIT (dates and times TBD) and release of a videotape.

o Kevin Kane and CDR James Seveney met with the PM for Joint Tactical Combat Training Systems (JTCTS) (PMA-248) to participate in their weekly VTC with their Prime.... Raytheon. Purpose was to lead a discussion of Earned Value concepts and recommendations as the JTCTS program starts gearing up for FY-98... a big year for them in terms of dollars and software development activity. Kevin led the discussions... very well received by both gov't and contractor PMs... resulted in a request by the contractor (endorsed by the PM) to visit and have a detailed look at their current planning and tracking processes/practices... let them know how they are doing. This is a continuing effort left over from last year's JTCTS "Red Team" actions requested by RADM Phillips.

- o Kevin Kane and Mr. Lalumiere met with Mr. Oscar Goldfarb (PEO for Joint Logistics Support Center) to discuss Earned Value Management initiatives. Initiatives were very well received by Mr. Goldfarb, resulting in future tasking for followup discussions with his respective PMs and contractors regarding the efficacy of their collective integrated management processes.
- o PDs & high grade approval completed for 5 EVM Center positions. Expect JOAs to be released soon with DoD wide area of consideration.
- o Minneapolis regional Earned Value Management Systems (EVMS) Mini-Conference scheduled for 9/10 June, Los Angeles regional conference slated for 19/20 June.
- o Kevin Kane with Bill Gibson (DCMC International) will be providing US DoD Earned Value Management Acquisition Reform initiatives to representatives of the French Ministry of Defense.

#### PROPERTY MGMT, CONTRACT CLOSEOUT & TERMINATIONS TEAM (AQOE).

- o District West has received authority to hire 25 Full Time Equivalents (FTEs) for San Antonio and 26 FTEs for Sacramento in support of Privatization efforts at those locations. All CAS skills are required. Interested parties should contact District West Human Resources Office.

#### WORKFORCE STRATEGY TEAM (AQOJ).

- o Ann Deitz has now completed her trips to Districts East and West to assist in the review of our DCMC-owned courses under lead agent delegation to the Districts for possible conversion to distance learning.
- o Next week four representatives from HQ DCMC will be visiting the Navy's Intermediate Maintenance Activity Nuclear Plan Yard, Norfolk, VA, to see what their computer-based training capability, primarily for quality assurance training.

#### GENERAL COUNSEL (GC).

- o Mr. Sisson will send followup note to Gen Drewes on recent information regarding Electronic Fasteners Incorporated Fact Sheet. A DCMC Baltimore employee was instrumental in identifying a fastener company to DCIS for investigation which resulted in a successful major investigation of the fastener industry.

#### FLIGHT OPNS, SPECIALIZED SAFETY & ENVIRONMENTAL TEAM (AQOI).

- o Major Andrew Chappell is the new Army addition to Flight Operations. He has officially reported in but will be on leave in the local area completing his PCS move. I'll bring him around to meet everyone soon.

#### CONTRACT PAYMENT & BUSINESS PRACTICES TEAM (AQOC).

- o AQOC, Contingency Contract Administration Services (CCAS) Plans and Policies will host the DCMC CCAS Internal Process Review (IPR) during 10 - 12 Jun 97, Rm 2301, HQ Complex. The purpose of the IPR is to share the lessons learned from our recent CCAS experiences in Operation Joint Endeavor/Guard. Representatives from DCMDE, DCMDW, and DCMDI will be attending. Special presentations will include: the Army Materiel Command's (AMC) Logistics Civil Augmentation Program (LOGCAP) by the LOGCAP Program Manager, the new Operation Joint Guard Sustainment Contract by the Corps of Engineers, and the DLA Contingency Planning Process by CAIL.

APPROVED:

ROBERT W. SCHMITT  
Deputy Executive Director  
Contract Management Policy